

# Cover Sheet for Bar Application

**This cover sheet is to be included with your application for admission.**

NOTE: APPLICATIONS SUBMITTED LATE WILL NOT BE ACCEPTED AND INCOMPLETE APPLICATIONS WILL BE RETURNED.

All applications must be submitted to the appropriate Division by the deadline listed on the Court's website, which can be found under the "Attorney Information" page at <http://www.ohsd.uscourts.gov/attorneyinfo.htm>

1) Have you registered for an upcoming Ohio Southern District Practice Seminar?

\_\_\_ A) Yes I am registered to take the seminar in (circle one):  
Cincinnati - Columbus - Dayton on (enter the date of the seminar) \_\_\_\_\_.

\_\_\_ B) No. If you have not registered for, or have not previously attended, the Ohio Southern District Practice Seminar you cannot submit your application at this time.

NOTE: The swearing in ceremonies will be held in each Division at the conclusion of the Ohio Southern District Practice Seminar.

2) Have you previously attended an Ohio Southern District Practice Seminar?

\_\_\_ A) Yes I have previously attended the seminar at (circle one):  
Cincinnati - Columbus - Dayton on (enter the date of the seminar) \_\_\_\_\_.

\_\_\_ B) I plan to attend the swearing in ceremony at (circle one):  
Cincinnati - Columbus - Dayton.

3) Submission of application and fees:

\_\_\_ A) You must submit your admission application and admission fee to the Division where you plan to attend the seminar/swearing in ceremony.

4) If you have further questions about the application process or would like further information about the swearing in ceremony, please contact the Clerk's Office.

**For Official Use Only**

Date Fee Paid: \_\_\_\_\_

Date Certificate Issued: \_\_\_\_\_

Oath Administered on: \_\_\_\_\_

Date Entered into CM/ECF Database: \_\_\_\_\_

UNITED STATES DISTRICT COURT  
SOUTHERN DISTRICT OF OHIO**APPLICATION FOR ADMISSION TO THE BAR**

PRINTED NAME \_\_\_\_\_

**Please print your name as you want it to appear on your Admission Certificate and as you wish it to be registered in the Court's Case Management/Electronic Case Files System ("CM/ECF").**

FIRM NAME \_\_\_\_\_

BUSINESS ADDRESS \_\_\_\_\_

\_\_\_\_\_

BUSINESS PHONE \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

(The above information will be used for registration in this Court's electronic filing system. A login ID and password will be provided to you shortly after you are admitted to practice in the Southern District of Ohio. Electronic filing is mandatory in this district.)

ALTERNATE ADDRESS \_\_\_\_\_

ALTERNATE PHONE(S) \_\_\_\_\_

ADMISSION DATE OHIO BAR \_\_\_\_\_ OHIO BAR NUMBER \_\_\_\_\_

OTHER THAN THE NAME THAT APPEARS ON THIS APPLICATION, HAVE YOU EVER CHANGED YOUR NAME OR BEEN KNOWN BY ANY OTHER NAME OR SURNAME?

YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES, PLEASE GIVE NAME AND PROVIDE DETAILS:

\_\_\_\_\_  
\_\_\_\_\_

HAVE YOU EVER BEEN DISBARRED OR SUSPENDED FROM PRACTICE BEFORE ANY COURT, DEPARTMENT, BUREAU OR COMMISSION OF ANY STATE OR THE UNITED STATES, OR HAVE YOU RECEIVED ANY REPRIMAND FROM ANY COURT, DEPARTMENT, BUREAU OR COMMISSION PERTAINING TO YOUR CONDUCT OR FITNESS AS A MEMBER OF THE BAR? YES \_\_\_\_\_ NO \_\_\_\_\_

IF YES, PLEASE PROVIDE DETAILS:

\_\_\_\_\_  
\_\_\_\_\_

I certify that the above statements are truthful and complete to the best of my knowledge.

SIGNED: \_\_\_\_\_ Date: \_\_\_\_\_

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**CERTIFICATION OF TWO SPONSORS**

We, the undersigned members of the bar of the United States District Court for the Southern District of Ohio, do hereby certify that we are personally acquainted with the above-named applicant.

We further state that he/she is of good standing in the profession, of good moral character, is otherwise qualified, and in our judgment is a suitable and proper person to be admitted to the bar of this Court.

PRINTED NAME OF REFERRING ATTORNEY \_\_\_\_\_ Bar # \_\_\_\_\_

SIGNATURE OF REFERRING ATTORNEY \_\_\_\_\_

PRINTED NAME OF REFERRING ATTORNEY \_\_\_\_\_ Bar # \_\_\_\_\_

SIGNATURE OF REFERRING ATTORNEY \_\_\_\_\_

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**INCLUDE THE FOLLOWING WITH YOUR APPLICATION:**

- Current fee for admission (make checks payable to CLERK, U.S. DISTRICT COURT)
- Proof of Completion of the Federal Practice Seminar